



## Small Business & Local Government Assistance Metal Finishers Compliance Checklist

This checklist is for guidance purposes only. It is not a substitute for the rules and regulations. The Small Business & Local Government Assistance (SBLGA) Program is an independent section, separate from enforcement of the Texas Commission on Environmental Quality (TCEQ). Contact SBLGA on its toll-free hotline 800-447-2827 or on the SBLGA Web site <[www.texasenvirohelp.org](http://www.texasenvirohelp.org)>.

**Company Information** \_\_\_\_ 1<sup>st</sup> visit \_\_\_\_ 2<sup>nd</sup> visit \_\_\_\_ C2 Renewal    Site Visit Date: \_\_\_\_\_

|                      |  |                            |  |
|----------------------|--|----------------------------|--|
| Company Name         |  | Facility Contact           |  |
| Mailing Address      |  | Physical Address<br>County |  |
| Owner's Name         |  | Business Phone             |  |
| Date of Construction |  | Primary SIC                |  |
| Start of Operation   |  | Secondary SIC              |  |
| Latitude             |  | Longitude                  |  |
| RN/CN                |  | Facility ID                |  |

### IMPORTANT NOTES:

■ Compliance-related questions are denoted with an asterisk (\*). Answering "no" to a question with an asterisk may mean the facility is out of compliance with state or federal environmental rules.

■ Have there been any process changes since the last site visit?\*    YES/NO

\*If yes, explain the changes and include the date of changes in the comments.

### Air Regulations – Authorizations can be obtained in one of three ways:

- De Minimis Status
- Permit by Rule (PBR)
- New Source Review (NSR) Permit

|    |   | Yes | No | N/A |
|----|---|-----|----|-----|
| 1. | Does this facility claim De Minimis status?   |     |    |     |
| 2. | <i>In order to claim de minimis, you must answer yes to either (a) and (b), or (c).</i>   |     |    |     |
|    | a.* Does the facility meet the material usage limits found in 30 TAC §116.119(a)(2)?  |     |    |     |
|    | b.* Does the facility maintain records demonstrating compliance with the usage limits in 30 TAC §116.119(a)(2)?   |     |    |     |
|    | c.* Or, are sources at the facility claimed as de minimis included on the "De Minimis Facilities and Sources" list? <a href="http://www.tceq.state.tx.us/permitting/air/guidance/new_sourcereview/list-of-de-minimis-facilities.html">http://www.tceq.state.tx.us/permitting/air/guidance/new_sourcereview/list-of-de-minimis-facilities.html</a> |     |    |     |
| 3. | Does this facility have an air permit?<br>If yes, Permit No. _____  |     |    |     |
|    | * If yes: Does the facility comply with all permit conditions?<br>(Use comments section)  |     |    |     |

|    |  |   |  |  |  |  |  |
|----|--|---|--|--|--|--|--|
| 4. | *Does the facility claim a Permit by Rule (PBR)?   |   |  |  |  |  |  |
| 5. | If yes, Does the facility meet all requirements of the PBR(s) claimed? See Below   |   |  |  |  |  |  |
|    | a.* 106.227 – Soldering, Brazing and Welding   |   |  |  |  |  |  |
|    | b.* 106.261 – Facilities Emissions Limitations   |   |  |  |  |  |  |
|    | c.* 106.265 – Hand-held and Manually Operated Machines   |   |  |  |  |  |  |
|    | d.* 106.375 – Aqueous Solutions for Electrolytic and Electroless Processes   |   |  |  |  |  |  |
|    | e.* 106.376 – Decorative Chrome Plating  |   |  |  |  |  |  |
|    | f.* 106.431 – Milling and Grinding   |   |  |  |  |  |  |
|    | g.* 106.432 – Dipping Tanks and Containers   |   |  |  |  |  |  |
|    | h.* 106.433 – Surface Coating Facilities   |   |  |  |  |  |  |
|    | i.* 106.434 – Powder Coating Facility  |   |  |  |  |  |  |
|    | j.* 106.452 – Dry Abrasive Cleaning  |   |  |  |  |  |  |
|    | k.* 106.454 – Degreasing Units   |   |  |  |  |  |  |
|    | l.* 106.472 – Organic and Inorganic Liquid Loading and Unloading   |   |  |  |  |  |  |
|    | m.* 106.473 – Organic Liquid Loading and Unloading   |   |  |  |  |  |  |
|    | n.* 106.474 – Hydrochloric Acid Baths  |   |  |  |  |  |  |
|    | o.* 106.512 – Stationary Engines and Turbines  |   |  |  |  |  |  |
|    | p.* 106.532 – Water and Wastewater Treatment   |   |  |  |  |  |  |
|    | q.* Other/Previous PBR: _____  |   |  |  |  |  |  |
|    | r.* Other/Previous PBR: _____  |   |  |  |  |  |  |
|    | s.* Other/Previous PBR: _____  |   |  |  |  |  |  |
| 6. | *Does the facility maintain records that demonstrate compliance as required by 30 TAC §106.8 for all PBRs?   |   |  |  |  |  |  |
| 7. | *Does the facility avoid being a nuisance (noise, dust, odor, etc)? 30 TAC §101.4  |   |  |  |  |  |  |
| 8. | Is the facility a major source?  |   |  |  |  |  |  |
|    |  | * If so, does the facility have a federal operating permit? |  |  |  |  |  |
| 9. | *Does the facility comply with applicable 30 TAC Chapter 111 requirements? (Control of Air Pollutants from Visible Emissions and Particulate Matter) |   |  |  |  |  |  |

| Air Regulations<br>30 TAC Chapter 101                    |   | Yes | No | N/A |
|--|---|-----|----|-----|
| 10.  | *Does the facility track all reportable and non-reportable emission events and report them to TCEQ by March 31 of each year? ( 30 TAC §101.201)   |     |    |     |
| 11.  | *Does the facility track all reportable and non-reportable scheduled maintenance, start-up, and shut-down activities and report them to TCEQ by March 31 of each year? (30 TAC §101.211)  |     |    |     |
| 12.  | Is the facility required to submit an annual emissions inventory as specified in 30 TAC §101.10?  |     |    |     |
| 13.  | *Are these records maintained for a minimum of 5 years?   |     |    |     |
| Air Regulations<br>40 CFR Part 63 and 30 TAC Chapter 113 |   | Yes | No | N/A |
| Chrome Electroplating and Anodizing                      |   |     |    |     |
| 14.  | *Does the facility comply with applicable 30 TAC Chapter 113 requirements? (Standards of Performance for HAPs)  |     |    |     |
| 15.  | *If the facility is a source of hazardous air pollutants (HAPs), do they comply with any application National Emission Standards for Hazardous Air Pollutants (NESHAP)? A list of Hazardous Air Pollutants is available at <a href="http://www.epa.gov/ttn/atw/188polls.html">http://www.epa.gov/ttn/atw/188polls.html</a><br>A list of current NESHAPS is available at <a href="http://epa.gov/ttn/atw/mactfnlalph.html">http://epa.gov/ttn/atw/mactfnlalph.html</a> |     |    |     |
| 16.  | Is the facility subject to 40 CFR Part 63 Subpart N: National Emission Standards for Chromium Emissions From Hard and Decorative Chromium Electroplating and Chromium Anodizing Tanks?  |     |    |     |
| 17.  | If yes,   |     |    |     |
|  | a. * Does the facility meet required emission limits?   |     |    |     |
|  | b. * Does the facility follow required work practice standards?   |     |    |     |
|  | c. * Has the facility completed its initial emission testing if required?   |     |    |     |
|  | d. * Does the facility conduct required monitoring of emission controls?  |     |    |     |
|  | e. * Does the facility keep records to document compliance for 5 years?   |     |    |     |
|  | f. * Does the facility submit reports to EPA as required?   |     |    |     |

| Air Regulations<br>Federal Requirements<br>40 CFR Part 63 Subpart T |   | Yes | No | N/A |
|---|---|-----|----|-----|
| <b>Solvent Cleaning and Degreasing Operations</b>                   |   |     |    |     |
| 18.   | Does the facility use any of the following solvents in a cleaning machine with a volume greater than 2 gallons or uses a solvent that contains 5% or more by weight of any one or any combination of the following solvents? (If all are "no," NESHAP doesn't apply.) |     |    |     |
|   | a. Trichloroethylene  |     |    |     |
|   | b. 1,1,1 Trichloroethane  |     |    |     |
|   | c. Perchloroethylene  |     |    |     |
|   | d. Methylene chloride   |     |    |     |
|   | e. Chloroform   |     |    |     |
|   | f. Carbon tetrachloride   |     |    |     |
|   | If the answer to any part of this question is yes, then 40 CFR Part 63 Subpart T: National Emission Standards for Halogenated Solvent Cleaning applies.   |     |    |     |
| 19.   | <b>For batch vapor and in-line cleaning machines:</b>   |     |    |     |
|   | a. * Does the facility meet the overall emission limit or the equipment standard for each machine?  |     |    |     |
|   | b. * If the equipment standard is used, does the facility also meet basic design, work practice, and operator text requirements?  |     |    |     |
| 20.   | <b>For batch cold cleaning machines:</b>  |     |    |     |
|   | a. * Does the facility comply with equipment control and work practice requirements for each machine?   |     |    |     |
| <b>Chromium Compound Manufacturing: Area Sources</b>                |   |     |    |     |
| 21.   | Is the facility subject to 40 CFR Part 63 Subpart NNNNNN: National Emission Standards for Hazardous Air Pollutants for Chemical Manufacturing Area Sources: Chromium Compounds?   |     |    |     |
| 22.   | If yes:   |     |    |     |
|   | a. * Has the facility submitted the Notification of Compliance Status?  |     |    |     |
|   | b. * Has the facility conducted all initial control device inspections and periodic inspections/maintenance required?   |     |    |     |
|   | c.* Does the facility have all the required records of logs, inspections, deviation reports, and maintenance?   |     |    |     |

|   |  |  |  |  |  |
|---|--|--|--|--|--|
|   |  | d.* Is the facility compliant with all the requirements of Subpart NNNNNN: National Emission Standards for Hazardous Air Pollutants for Chemical Manufacturing Area Sources: Chromium Compounds?   |  |  |  |
| <b>Plating and Polishing Operations</b> |  |  |  |  |  |
| 23.                                     |  | Is the facility subject to 40 CFR Part 63 Subpart WWWWWW: National Emission Standards for Hazardous Air Pollutants: Area Source Standards for Plating and Polishing Operations?  |  |  |  |
| 24.                                     |  | If yes:  |  |  |  |
|   |  | a.* Has the owner or operator of the facility submitted an Initial Notification within the time frames given in the rule?  |  |  |  |
|   |  | b.* Has the owner or operator of the facility submitted a Notification of Compliance Status?   |  |  |  |
|   |  | c.* Is the facility in compliance with the applicable management practices and equipment standards required by the rule?   |  |  |  |
|   |  | d.* Has the facility prepared and submitted an Annual Compliance Certification according to the requirements specified in 40 CFR §63.11509(c), "Notification, Reporting, and Recordkeeping," and keeps it in a readily-accessible location for inspector review? |  |  |  |
|   |  | e. *Does the facility maintain each record required by this rule for a minimum of 5 years following the date of each occurrence, measurement, maintenance, corrective action, report, or record?   |  |  |  |
| <b>Metal Fabrication and Finishing</b>  |  |  |  |  |  |
| 25.                                     |  | Is the facility subject to 40 CFR Part 63, Subpart XXXXXX: National Emission Standards for Hazardous Air Pollutants Area Source Standards for Nine Metal Fabrication and Finishing Source Categories?  |  |  |  |
| 26.                                     |  | If yes:  |  |  |  |
|   |  | a. * Is the facility in compliance with the requirements of 40 CFR Part 63, Subpart XXXXXX: National Emission Standards for Hazardous Air Pollutants Area Source Standards for Nine Metal Fabrication and Finishing Source Categories?                           |  |  |  |
|   |  | b. * Has the facility kept adequate records for the previous 5 years to demonstrate compliance, including the general applicability and compliance records required by 40 CFR §63.11519(c)?  |  |  |  |
|   |  | c.* If the facility is a new affected source, did the owner or operator of the facility submitted the Initial Notification no later than 120 days after initial startup or November 20, 2008, whichever is later?  |  |  |  |

|  |  |   |                                |                           |   |
|--|--|---|--------------------------------|---------------------------|---|
|  |  | d.* If the facility is an existing affected source, has the owner or operator of the facility submitted the Initial Notification?   |                                |                           |   |
|  |  | e.* Has the owner or operator of an existing affected source submitted the Notification of Compliance Status?   |                                |                           |   |
|  |  | f.* If the facility is a new affected source, has the owner or operator submitted the Notification of Compliance Status within 120 days after initial startup, or by November 20, 2008, whichever is later? |                                |                           |   |
|  |  | g.* Has the facility submitted all required annual certification and compliance reports?  |                                |                           |   |
| <b>Waste Regulations General Requirements</b>  |  |   | <b>Yes</b>                     | <b>No</b>                 | <b>N/A</b>                              |
| 27.  | *Has the facility performed a hazardous waste determination on all solid waste streams?  |   |                                |                           |   |
| 28.  | *Does the facility maintain documentation to support all hazardous waste determinations?   |   |                                |                           |   |
| 29.  | *Does the facility have records of monthly waste generation to support its claimed generator status? Indicated the generator status claimed.                   |   |                                |                           |   |
|  | <b>Generator Status</b>  | <b>Hazardous Waste/Month</b>  | <b>Acute Waste<sup>1</sup></b> | <b>Amount<sup>2</sup></b> | <b>Storage Time</b>                     |
| 30.  | Y/N  |   |                                |                           |   |
|  |  | CESQG   | Up to 220 lbs.                 | Up to 2.2 lbs.            | Up to 2,200 lbs. No time limit          |
|  |  | SQG   | 220-2200 lbs.                  | Up to 2.2 lbs.            | Up to 13,200 lbs. 180 days <sup>3</sup> |
|  |  | LQG   | Over 2200 lbs.                 | Over 2.2 lbs.             | Any amount 90 days                      |
| 1 Pounds of acute hazardous waste generated per month<br>2 Accumulation of hazardous waste per month<br>3 The limit is 270 days if the treatment, storage, and disposal facility is more than 200 miles away |  |   |                                |                           |   |
| 31.  | *Is this facility registered with the TCEQ as a hazardous waste generator? (not required for CESQG)<br>TCEQ Registration No. _____<br>EPA ID _____             |   |                                |                           |   |
| 32.  | Is the facility an industrial waste generator?   |   |                                |                           |   |
| 33.  | *If yes, is all non-hazardous waste classified as Class 1, Class 2, or Class 3?  |   |                                |                           |   |
| 34.  | *If this facility generates greater than 220 lbs of Class 1 waste are they registered with the TCEQ? (Only required if not already registered as a SQG or LQG) |   |                                |                           |   |
| 35.  | *Is the facility's Notice of Registration (NOR) up to date, including all waste streams and waste management units? (Not required for CESQG)                   |   |                                |                           |   |

|   |  |   |            |           |            |
|---|--|---|------------|-----------|------------|
| 36.   | *Has the facility submitted an Annual Waste Summary each year?<br>(Not required for CESQG)   |   |            |           |            |
| 37.   | *Does the facility fulfill all other recordkeeping and reporting requirements for its generator status?  |   |            |           |            |
| 38.   | *Has the facility reconciled their manifests with their records of generation to verify the amounts of waste transported off-site and disposed? (30 TAC §§335.9, 335.69) |   |            |           |            |
| <b>Waste Regulations (On-Site Accumulations Requirements)</b> |  |   | <b>Yes</b> | <b>No</b> | <b>N/A</b> |
| 39.   | *Does the facility comply with appropriate accumulation time requirements?   |   |            |           |            |
| 40.   | *Does the facility comply with appropriate accumulation quantity requirements?   |   |            |           |            |
| 41.   | Is hazardous waste accumulated in tanks at the facility?   |   |            |           |            |
|   |  | a. * Has the tank system's integrity been assessed and certified by an independent, qualified, registered professional engineer? (Applies to LQG only)  |            |           |            |
|   |  | b. * Are tanks labeled with the words "hazardous waste"?  |            |           |            |
|   |  | c. * Are records kept of daily tank inspections?  |            |           |            |
|   |  | d. * Do tanks have a secondary containment system designed to contain 100% of the largest tank within its boundaries? (Applies to LQG only – 40 CFR §265.193(e))  |            |           |            |
|   |  | e. * If yes, is the secondary containment either designed or operated to prevent run-on or infiltration of precipitation into the secondary containment system or have sufficient excess capacity to contain run-on or infiltration of precipitation from a 25-year, 24-hour rainfall event? (Applies to LQG only – 40 CFR §265.193(e)) |            |           |            |
| 42.   | Is hazardous waste accumulated in container storage areas at the facility?   |   |            |           |            |
| 43.   | *If yes, are waste containers labeled, dated, closed, and compatible with their contents? (Required for LQG and SQG only, although CESQG may want to adhere to also)     |   |            |           |            |
| 44.   | <b>If the facility is a SQG or LQG:</b>  |   |            |           |            |
|   |  | a. * Does the facility conduct weekly container inspections?  |            |           |            |
|   |  | b. * Does the facility document weekly container inspections?   |            |           |            |
|   |  | c. * Have employees been trained in the handling of hazardous waste, with regards to their job duties?  |            |           |            |

|   |  |            |           |            |
|---|--|------------|-----------|------------|
|   | d. * Has an emergency response coordinator and alternative been designated, available 24 hours a day to respond to on-site spills and accidents?   |            |           |            |
|   | e. * Have emergency numbers been posted by the telephone at the facility?  |            |           |            |
| 45.   | Is hazardous waste accumulated in satellite accumulation areas at the facility?  |            |           |            |
| 46.   | If yes: (required for SQG and LQG)   |            |           |            |
|   | a. * Are waste containers labeled, closed and compatible with their contents?  |            |           |            |
|   | b. * Is the amount of accumulated waste at each satellite accumulation point less than 55 gallons (or 1 quart of acutely hazardous waste)?   |            |           |            |
|   | c. * Is waste from the satellite area moved to a waste management unit within 3 days once the 55-gallon limit (or 1 quart of acutely hazardous waste) is exceeded?   |            |           |            |
|   | d. * Is the location of the satellite accumulation area documented?  |            |           |            |
| 47.   | *Have all on-site and off-site hazardous waste recycling activities been registered with the TCEQ? (entered on NOR or form TCEQ-0525, SQG and LQG only)  |            |           |            |
| 48.   | *If hazardous waste is treated, stored, or disposed on-site, has the facility compiled a waste analysis plan (WAP) or obtained a permit for that activity?   |            |           |            |
| <b>Waste Regulations<br/>Transportation and Disposal Requirements</b> |  | <b>Yes</b> | <b>No</b> | <b>N/A</b> |
| 49.   | *Does the facility use a TCEQ/EPA registered transporter? (CESQs may transport their own waste, without a manifest, to an authorized disposal facility)  |            |           |            |
| 50.   | *Does the facility use a TCEQ/EPA permitted treatment, storage, disposal (TSD) facility?   |            |           |            |
| 51.   | *Does the facility manifest all hazardous and Class I waste that is transported? (SQG, LQG, and CESQs that generate more than 220 lbs of Class I waste. Class I waste sent for recycling does not require a manifest.) |            |           |            |
| 52.   | *Does the facility have all applicable copies (generator/transporter/disposal) of manifests for the last 3 years? (SQG and LQG only)   |            |           |            |
| 53.   | *Does the facility have Land Disposal Restriction (LDR) certification statements per waste stream and disposal facility for the last 3 years? (SQG and LQG only)   |            |           |            |
| <b>Universal Waste Regulations</b>                                    |  | <b>Yes</b> | <b>No</b> | <b>N/A</b> |
| 54.   | Does the facility currently manage any of its hazardous waste streams as "universal waste"?  |            |           |            |



|   |   |   |            |           |            |
|---|---|---|------------|-----------|------------|
| 55.   | *If yes, are the waste streams appropriately classified and eligible for coverage under the universal waste rule?   |   |            |           |            |
| 56.   | *Are all containers holding universal waste properly labeled per 30 TAC §335.261?   |   |            |           |            |
| 57.   | *Are containers kept closed?  |   |            |           |            |
| 58.   | *Are all universal waste streams shipped to a Treatment, Storage, Disposal (TSD) facility or universal waste handler within 1 year of their initial generation date?  |   |            |           |            |
| 59.   | *If not, does the facility have appropriate documentation on hand to show that an extended time limit is needed to facilitate proper recovery, treatment or disposal?   |   |            |           |            |
| 60.   | *If the facility is a Large Quantity Handler of universal waste, are all universal waste shipments accompanied by a bill of lading or other shipping document?  |   |            |           |            |
| 61.   | *If you are a Large Quantity Handler of universal waste, have you sent written notification of universal waste management to the TCEQ and obtained an EPA identification number before accumulating or exceeding the 5,000 kg storage limit? If you have already notified the TCEQ about your other solid waste management activities, you are not required to renotify the Agency. |   |            |           |            |
| 62.   | *Does the facility use a TCEQ/EPA permitted recycling or TSD facility?  |   |            |           |            |
| <b>Discharge to Publicly Owned Treatment Works (POTW) (Sanitary Sewer System)</b> |   |   | <b>Yes</b> | <b>No</b> | <b>N/A</b> |
| 63.   | Does the facility discharge process wastewater to the sewer system?<br>If no, this section will not apply.  |   |            |           |            |
| 64.   | *If yes, has the facility obtained permission from the POTW to discharge process wastewater?  |   |            |           |            |
|   |   | a. Does the POTW have an approved pretreatment program?   |            |           |            |
|   |   | b.* Does the facility have a permit to discharge process wastewater to the POTW?  |            |           |            |
|   |   | c.* Does the facility comply with the requirements of this permit?  |            |           |            |
| 65.   | If the POTW does not have an approved pretreatment program,   |   |            |           |            |
|   |   | a. Is the facility a categorical industrial user subject to the requirements of any category in 40 CFR Parts 405 – 471? |            |           |            |
|   |   | b. *If yes, does the facility submit monitoring reports to the TCEQ each June and December?                             |            |           |            |

|  |   |            |           |            |
|--|---|------------|-----------|------------|
|  | c. * If no, does the facility submit semi-annual monitoring reports to the TCEQ as a significant non-categorical industrial user? (If so it is also recommended that the facility contact the city and inform them of the nature of their discharge.) |            |           |            |
| <b>Discharges to Water in the State</b>        |   | <b>Yes</b> | <b>No</b> | <b>N/A</b> |
| 66.  | Does the facility discharge wastewater into surface water (via outfall, run-off, storm drains, rivers, creeks, dry waterways etc)? If no, the following question will not apply.  |            |           |            |
| 67.  | *If yes, does the facility have a Texas Pollutant Discharge Elimination System (TPDES) Permit?  |            |           |            |
|  | a. * If yes, does the facility meet the daily average flow from each outfall?   |            |           |            |
|  | b. * Does the facility meet the daily maximum flow from each outfall?   |            |           |            |
|  | c. * Does the facility meet the discharge limitation for each parameter?  |            |           |            |
|  | d. * Does the facility conduct monitoring and sampling as required by their discharge permit?   |            |           |            |
|  | e. * Does the facility submit discharge monitoring reports (DMRs) as required by their permit?  |            |           |            |
|  | f. * Does the facility submit non-compliance reports as required by 40 CFR §122.41 and 30 TAC §305.125?   |            |           |            |
|  | g. * Does the facility's TPDES wastewater permit discharge permit include storm water discharges?   |            |           |            |
|  | h. * Is the facility in compliance with storm water discharge requirements listed in their TPDES wastewater discharge permit?   |            |           |            |
| 68.  | Does the facility dispose of wastewater adjacent to surface water (by irrigation, evaporation pond, subsurface injection, or another approved method)?  |            |           |            |
| 69.  | *If yes, does the facility have a Texas Land Application Permit? (Note: If hazardous or Class I industrial waste is being disposed of, then multiple other regulations apply.)  |            |           |            |
| <b>Discharges to on-site septic facilities</b> |   | <b>Yes</b> | <b>No</b> | <b>N/A</b> |
| 70.  | *Does the facility avoid discharging any process wastewater to a septic system? (Note: On-site septic systems can only be used for domestic sewage)   |            |           |            |
| <b>Storm Water Discharges</b>                  |   | <b>Yes</b> | <b>No</b> | <b>N/A</b> |
| 71.  | Does the facilities primary SIC code require coverage by a storm water permit? If no, the following section does not apply.   |            |           |            |

|   |  |  |  |  |
|---|--|--|--|--|
| 72.   | *Does the facility have coverage under the Multi-Sector General Permit (MSGP) for discharges from Industrial Activities or the No Exposure Certification (NEC)?  |  |  |  |
| <b>For facilities covered under the Multi-Sector General Permit for Discharges from Industrial Activities</b> |  |  |  |  |
| 72.   | If the facility has a TPDES wastewater discharge permit, is the facility in compliance with stormwater discharge requirements in that authorization?   |  |  |  |
| 73.   | Does the facility discharge stormwater? If No, the facility is not eligible for Multi-Sector General Permit (MSGP) as there is no discharge to sample (Part II, Section B.12).   |  |  |  |
| 74.   | Does the facility have an SIC code or conduct an industrial activity that requires stormwater permit coverage (Part II, Section A)?<br><a href="http://www.osha.gov/pls/imis/sicsearch.html">http://www.osha.gov/pls/imis/sicsearch.html</a>   |  |  |  |
| 75.   | Does the facility have discharge authorization under the No Exposure Certification (NEC)? If so, the rest of this section will not apply.  |  |  |  |
| 76.   | Does the facility have a Stormwater Pollution Prevention Plan (SWP3) prepared, implemented, and readily available?   |  |  |  |
| 77.   | Does the facility update the SWP3 as changes are made on site?   |  |  |  |
| 78.   | Does the facility conduct the periodic inspections and discharge monitoring in the frequency and manner required? Example: Samples are collected in first 30 minutes of discharge during the appropriate permit period and approved sampling methods are used (Part III, Section E.4).   |  |  |  |
| 79.   | Does the facility conduct Quarterly Visual Monitoring? It is required every calendar quarter to all facilities.  |  |  |  |
| 80.   | Water Quality Monitoring applies annually to all facilities discharging a pollutant of concern (POC) specific to the impairment of the water body receiving those discharges (Part II, Section B.7. Impaired Water Bodies and Total Maximum Daily Load [TMDL] Requirements – bacteria, dissolved oxygen, nutrients, metals).<br>Does the facility use controls to prevent exposure of the POC, document that the POC is not present, or provide analytical data showing that the discharge will not contribute to the impairment/TMDL? |  |  |  |
| 81.   | If the Water Quality Monitoring shows that a POC is above the benchmark value, has the facility implemented a Pollutant Reduction Plan (PRP) for controlling those discharges? If POC is below benchmark values or is not present, facility may discontinue this monitoring for the permit term.   |  |  |  |

|   |   |  |  |  |
|---|---|--|--|--|
| 82.   | Does the facility conduct Numeric Effluent Limitations (aka hazardous metals) Monitoring (applies annually to all facilities)? If certain conditions are met, facilities may opt out of all or part of this requirement. (Part III, Section C. 1.(d)) |  |  |  |
| 83.   | Does the facility conduct Benchmark Monitoring (applies twice per year to all facilities except those in industry Sectors I, P, R, V, W, X, Z, AB, AC)?   |  |  |  |
| 84.   | If discharges are not within benchmark limits, have actions been taken to improve the quality of the discharges (applies to all facilities except those in industry Sectors I, P, R, V, W, X, Z, AB, AC)?   |  |  |  |
| 85.   | Are monitoring results recorded on Discharge Monitoring Reports (DMR)?  |  |  |  |
| 86.   | Does the facility report any noncompliance by March 31 of the following calendar year?  |  |  |  |
| 87.   | Annual Comprehensive Site Compliance Inspection (may substitute for a routine facility inspection if scope is sufficient to meet requirements in Part III. Section B.5.(a))?  |  |  |  |
| 88.   | Does the facility prepare an Annual Comprehensive Site Compliance Inspection Report (signed and certified as required in Part III. Section E.6.(c)) within 3 days of performing the annual site compliance inspection?                                |  |  |  |
| 89.   | Does the facility have a rain gauge on-site or in the immediate area and maintain a rainfall log on-site or that is readily available?  |  |  |  |
| 90.   | Does the facility monitor the rain gauge and log rainfall activity at a minimum of once per week and once per day during storm events?  |  |  |  |
| <b>For facilities covered under the No Exposure Certification</b> |   |  |  |  |
| 91.   | Does the facility meet the requirements of the No Exposure Certification?   |  |  |  |
| 92.   | *There are no industrial materials or activities (including using, storing or cleaning industrial machinery or equipment, and areas where residuals from using, storing or cleaning industrial machinery or equipment remain) exposed to stormwater.  |  |  |  |
| 93.   | *There are no materials or residuals on the ground or in stormwater inlets from spills/leaks exposed to stormwater.   |  |  |  |
| 94.   | *There are no materials or products from past industrial activity exposed to stormwater.  |  |  |  |
| 95.   | *There is no material handling equipment (except adequately maintained vehicles) exposed to stormwater.   |  |  |  |
| 96.   | *There are no materials or products during loading/unloading or transporting activities that are exposed to stormwater.   |  |  |  |

|                                     |  |   |            |           |            |
|-------------------------------------|--|---|------------|-----------|------------|
| 97.                                 | *There are no materials or products stored outdoors (except final products intended for outside use [e.g., new cars] where exposure to stormwater does not result in the discharge of pollutants) that may be exposed to stormwater.   |   |            |           |            |
| 98.                                 | *There are no materials contained in open, deteriorated or leaking storage drums, barrels, tanks, and similar containers that may be exposed to stormwater.  |   |            |           |            |
| 99.                                 | *There are no materials or products handled/stored on roads or railways owned or maintained by the operator that may be exposed to stormwater.   |   |            |           |            |
| 100.                                | *There is no waste material (except waste in covered, non-leaking containers [e.g., dumpsters]) that may be exposed to stormwater.   |   |            |           |            |
| 101.                                | *There are no activities that include application or disposal of process wastewater that are not otherwise permitted.  |   |            |           |            |
| 102.                                | *There is no particulate matter or visible deposits of residuals from roof stacks and/or vents not otherwise regulated (i.e., under an air quality control permit) and evident in the stormwater discharge.  |   |            |           |            |
| <b>Edwards Aquifer Requirements</b> |  |   |            |           |            |
| 103.                                | Is the facility located in Bexar, Comal, Hays, Kinney, Medina, Travis, Uvalde, or Williamson Counties?   |   |            |           |            |
| 104.                                | If in the affected counties, is the facility located over the recharge zone, contributing zone, transition zone, or contributing zone within the transition zone of the Edwards Aquifer? For maps, see <a href="http://www.tceq.texas.gov/field/eapp/vendors.html">http://www.tceq.texas.gov/field/eapp/vendors.html</a> |   |            |           |            |
|                                     |  | If yes, has the facility prepared and submitted a water pollution abatement plan?   |            |           |            |
| <b>Public Water Supply</b>          |  |   | <b>Yes</b> | <b>No</b> | <b>N/A</b> |
| 106.                                | Does the facility use a private well to supply drinking water to employees and customers? If no, then the following section does not apply.  |   |            |           |            |
| 107.                                | Does the facility provide drinking water from a private well to 25 individuals a day for at least 60 days a year?  |   |            |           |            |
| 108.                                | What type of PWS system does the facility have?  |   |            |           |            |
|                                     |  | a. transient, non-community – serves at least 25 people at least 60 days of the year and does not include residential service connections.                      |            |           |            |
|                                     |  | b. non-transient, non-community – serves at least 25 of the same people at least 6 months out of the year and does not include residential service connections. |            |           |            |

|                           |   |   |            |           |            |
|---------------------------|---|---|------------|-----------|------------|
| 109.                      | What is the water source for the PWS?   |   |            |           |            |
|                           | a.  | ground water  |            |           |            |
|                           | b.  | surface water   |            |           |            |
|                           | c.  | ground water under the influence of surface water   |            |           |            |
| 110.                      | *Is the facility registered with the TCEQ as a PWS?   |   |            |           |            |
| 111.                      | *Does the facility have a licensed operator? (applies to non-transient, non-community system only)      |   |            |           |            |
| 112.                      | *Does the facility conduct monthly microbiological testing?   |   |            |           |            |
| 113.                      | *Does the facility conduct chlorine residual testing?   |   |            |           |            |
| 114.                      | *Does the facility conduct other contaminant testing as required for their system?                      |   |            |           |            |
|                           |   | Indicate what contaminants the facility is testing for:<br>_____<br>_____<br>_____  |            |           |            |
| 115.                      | *Does the facility conduct water pressure testing?  |   |            |           |            |
| <b>Other Requirements</b> |   |   | <b>Yes</b> | <b>No</b> | <b>N/A</b> |
| 116.                      | Section 313 of EPCRA - Requirements, Annual Toxic Release Inventory (TRI) Reporting - Federal and State |   |            |           |            |
|                           |   | If the facility meets in a calendar year all three of the below criteria, then the facility is required to report on Form R all toxic chemicals that have exceeded the threshold for reporting, and all releases and other waste management activities for toxic chemicals.   |            |           |            |
|                           | a.  | Did the facility employ more than 10 full-time employees during the year(s) in question? If less than 10 full-time employees were employed during the year in question, the facility should check to see if more than 20,000 hours was worked by all full-time, part-time, and contract employees for the facility. Personnel do not have to be located at the facility itself to be counted. |            |           |            |
|                           | b.  | Does the Business SIC/NAICS code trigger TRI reporting?   |            |           |            |

|      |  |  |  |  |
|------|--|--|--|--|
|      | <p>c. During the year in question, did the facility use, on an annual basis, more than the threshold amounts of a toxic chemical? It should be noted that thresholds for reporting of PBT toxic chemicals are significantly lower than for non-PBT's (see 40 C.F.R. §372.28 for PBT thresholds), and the PBT thresholds are not "activity" dependent. Usages should only be tabulated and summed in a single TRI activity, i.e., do not add across activities.</p> |  |  |  |
|      | <p>That is:</p> <p>i. Did the facility "manufacture" (covered TRI activity) more than 25,000 pounds of non-PBT (persistent bioaccumulative toxin) toxic chemical, or more than the threshold amount of a PBT toxic chemical?</p>   |  |  |  |
|      | <p>ii. Did the facility "process" (covered TRI activity) more than 25,000 pounds of non-PBT (persistent bioaccumulative toxin) toxic chemical, or more than the threshold amount of a PBT toxic chemical?</p>  |  |  |  |
|      | <p>iii. Did the facility "otherwise use" (covered TRI activity) more than 10,000 pounds of non-PBT (persistent bioaccumulative toxin) toxic chemical, or more than the threshold amount of a PBT toxic chemical?</p>   |  |  |  |
| 117. | *Does the facility comply with the Texas Department of State Health Services' requirements for Tier II?  |  |  |  |
| 118. | Is the facility subject to the Waste Reduction Policy Act (WRPA)?  |  |  |  |
| 119. | If yes:  |  |  |  |
|      | <p>a. * Has a Source Reduction Waste Minimization Plan (SR/WM) been developed? (SQGs, LQGs, and TRI reporters submit once every 5 years)</p>   |  |  |  |
|      | <p>b. * Has an Executive Summary of the SR/WM Plan and a Certificate of Completeness and Correctness been submitted? (SQGs, LQGs and TRI reporters only)</p>   |  |  |  |
|      | <p>c. * Has an Annual Progress Report been submitted? (SQGs, LQGs and TRI reporters only)</p>  |  |  |  |
| 120. | Does the facility have Material Safety Data Sheets (MSDS) or other information for all chemicals used in the past 24 months?   |  |  |  |
| 121. | Have there been any spills at the facility?  |  |  |  |
| 122. | *If yes, has the facility taken appropriate reporting and abatement actions?   |  |  |  |
| 123. | *Does the facility practice good housekeeping?   |  |  |  |

**Air Regulations (30 TAC Chapter 115)**

In addition to any other requirements, coating, solvent using, and degreasing processes in the following counties must meet the requirements outlined in this section.

|  | Dallas/Ft. Worth Area  | Houston/Galveston Area  | Beaumont/Port Arthur Area     | Other  |  |
|--|--|---|-------------------------------|--|--|
|  | Johnson<br>Kaufman<br>Parker<br>Rockwall<br>Collin<br>Denton<br>Dallas<br>Tarrant<br>Ellis | Brazoria<br>Chambers<br>Fort Bend<br>Galveston<br>Harris<br>Liberty<br>Montgomery<br>Waller | Hardin<br>Orange<br>Jefferson | Bastrop<br>Bexar<br>Caldwell<br>Comal<br>Gregg<br>Guadalupe<br><br>El Paso | Hays<br>Nueces<br>Travis<br>Victoria<br>Williamson<br>Wilson |

In addition to other requirements, sources of Volatile Organic Compounds (VOC) located in the counties listed above may be required to meet requirements outlined in 30 TAC Chapter 115.

| Air Regulations<br>30 TAC Chapter 115<br>Requirements for Degreasers |   | Yes | No | N/A |
|--|---|-----|----|-----|
| 124.   | *Does the facility comply with any applicable 30 TAC Chapter 115 requirements? (Control of Air Pollutants from Volatile Organic Compounds)        |     |    |     |
| 125.   | Does the facility have a degreaser?   |     |    |     |
| 126.   | *Does the degreaser meet the control requirements in 30 TAC §115.412 or §115.413? *An exemption in 30 TAC §115.417 may apply*                     |     |    |     |
| 127.   | *Are the required tests in 30 TAC §115.415 being conducted?   |     |    |     |
| 128.   | *Are records of maintenance and test results being kept for at least two years?   |     |    |     |
| 129.   | Does this facility have any other processes, activities, or equipment subject to 30 TAC Chapter 115 rules? These include, but are not limited to: |     |    |     |
|  | a. Storage of volatile organic carbons (VOCs) (30 TAC Chapter 115, Subchapter B, Division 1);   |     |    |     |
|  | b. VOC water separator (30 TAC Chapter 115, Subchapter B, Division 3);  |     |    |     |
|  | c. Industrial wastewater containing VOCs (30 TAC Chapter 115, Subchapter B, Division 4);  |     |    |     |
|  | d. Batch Process (TAC Chapter 115, Subchapter B, Division 6);   |     |    |     |
|  | e. Sale of windshield washer fluid or portable fuel containers (TAC Chapter 115, Subchapter G)  |     |    |     |



| <b>Air Regulations</b><br><b>30 TAC 117 Requirements – Dallas/Fort Worth Area</b>  |  |     |    |     |
|--|--|-----|----|-----|
| In addition to other requirements, facilities located in the counties in the <b>Dallas/Ft. Worth Ozone Nonattainment Area</b> listed above must meet the requirements in this section.           |  |     |    |     |
|  |  | Yes | No | N/A |
| 130.   | Is the facility a major source of NO <sub>x</sub> as defined in 30 TAC §117.10(29)?  |     |    |     |
|  | *If yes, is the facility compliant with all applicable parts of 30 TAC Chapter 117 Subchapter B?   |     |    |     |
| 131.   | Is the facility a minor source of NO <sub>x</sub> , operating a stationary internal combustion engine?   |     |    |     |
|  | a. *If yes, is the facility meeting an exemption listed in 30 TAC §117.2103?   |     |    |     |
|  | b. * If yes, does the facility have records showing compliance with the exemption and 30 TAC §§117.2130(c), 117.2135(e), and 117.2145(b) and (c)?  |     |    |     |
| 132.   | *If the facility is not meeting an exemption, does the engine meet the associated emission specification and does the facility comply with the applicable operational, testing, reporting and recordkeeping requirement in 30 TAC Chapter 117 Subchapter D?    |     |    |     |
| <b>Air Regulations</b><br><b>30 TAC Chapter 117 Requirements – Houston/Galveston Area</b>  |  |     |    |     |
| In addition to other requirements, facilities located in the counties in the <b>Houston/Galveston/Brazoria Ozone Nonattainment Area</b> listed above must meet the requirements of this section. |  |     |    |     |
|  |  | Yes | No | N/A |
| 133.   | Is the facility a major source of NO <sub>x</sub> as defined in 30 TAC §117.10(29)?  |     |    |     |
|  | *If yes, is the facility compliant with all applicable parts of 30 TAC Chapter 117 Subchapter B?   |     |    |     |
| 134.   | Is the facility a minor source of NO <sub>x</sub> , operating a boiler, process heater, gas turbine, or stationary internal combustion engine?   |     |    |     |
|  | a. *If yes, is the facility meeting an exemption listed in 30 TAC §117.2003?   |     |    |     |
|  | b. * If yes, does the facility have records showing compliance with the exemption and 30 TAC §§117.2030(c), 117.2035(g), and 117.2045(b) and (c)?  |     |    |     |
| 135.   | *If the facility is not meeting an exemption, does the equipment meet the associated emission specification and does the facility comply with the applicable operational, testing, reporting and recordkeeping requirement in 30 TAC Chapter 117 Subchapter D? |     |    |     |

### Multimedia Recordkeeping Review

|      |   |  |  |  |
|------|---|--|--|--|
| 136. | Can the facility demonstrate adequate recordkeeping with all applicable rules and permits? Note: A minimum of 25% of all required records must be reviewed during the site visit. List records reviewed in the comment section below. |  |  |  |
|------|---|--|--|--|

**Comments:**

[This checklist is for guidance purposes only. It is not a substitute for the rules and regulations. The Small Business & Local Government Assistance \(SBLGA\) Program is an independent section, separate from enforcement of the Texas Commission on Environmental Quality \(TCEQ\). Contact SBLGA on its toll-free hotline 800-447-2827 or on the SBLGA Web site.](#)